

MEMORANDUM OF UNDERSTANDING

BETWEEN AND FOR THE

CITY OF FRESNO

AND

**FRESNO POLICE OFFICERS ASSOCIATION
(Police Management-Unit 9)**

Fiscal Years
2009 – 2012
(Three Year Extension)

TABLE OF CONTENTS

	<u>Page</u>
ARTICLE I - PREAMBLE	1
A. Purpose	1
B. Definitions	1
C. Governing Laws	1
ARTICLE II - EMPLOYEE RIGHTS	2
A. General - Employee Rights	2
B. Employee Responsibilities	2
C. Nondiscrimination	2
ARTICLE III - CITY RIGHTS	3
A. General	3
ARTICLE IV - RECOGNITION	5
A. Recognition of Unit Description	5
B. Association Recognition	5
C. City Recognition	5
D. Recognition of Mutual Obligation	5
E. Strikes	6
F. Unilateral Action	6
ARTICLE V - SCOPE OF REPRESENTATION	7
A. General	7
B. Representation	7
ARTICLE VI - DEDUCTIONS AND ASSOCIATION BUSINESS	8
A. Dues Checkoff/Deductions	8
B. Exceptions to Dues Deduction Authorization Card	8
C. Dues Deduction Check	9
D. Association Business	9
ARTICLE VII - COMPENSATION AND BENEFITS	10
A. General	10
B. Salaries, Employee Performance Evaluations, Bonus Pay, Deferred Compensation, Pension Contribution, Health Reimbursement Arrangement (HRA), Benefit Payoffs and Promotion	10

TABLE OF CONTENTS (Cont.)

	<u>Page</u>
1. Salaries.....	10
2. Employee Performance Evaluations	14
3. Bonus Pay	15
4. Deferred Compensation.....	16
5. Pension Contribution.....	16
6. Health Reimbursement Arrangement (HRA).....	17
7. Benefit Payoffs.....	19
8. Promotion	19
9. Post Certificate Pay	20
 C. Service Uniform Allowance	 20
D. Fresno City Employees Health and Welfare Trust	20
E. Wellness Program	21
F. Life Insurance and Long Term Disability Benefits.....	22
1. Life Insurance	22
2. Long Term Disability	22
G. Sick Leave Benefit at the Time of Election to Enter the Deferred Retirement Option Program (DROP) or at Retirement	22
H. Leaves	23
1. Sick Leave	23
2. Vacation Leave	23
3. Holiday Leave	24
4. Administrative Leave.....	25
I. Workers' Compensation.....	25
J. Assignments, Rotation, and Work Schedules	26
1. Assignments	26
2. Rotation	27
3. 4/10 Work Week for Field Commanders.....	27
K. Deputy Police Chief Status	27
L. Consolidation of Services	28
M. Grievances.....	28

TABLE OF CONTENTS (Cont.)

	<u>Page</u>
N. Drug Testing.....	30
O. Disciplinary Procedures.....	31
ARTICLE VIII - HEADINGS.....	33
ARTICLE IX - SAVING CLAUSE AND FULL UNDERSTANDING	34
A. Saving Clause.....	34
B. Full Understanding.....	34
ARTICLE X - TERMINATION.....	35
EXHIBIT I - SALARY TABLES	37
ATTACHMENT “A” (For Purposes of Determining Retroactivity)	
FRESNO POLICY DEPARTMENT REPORT OF PERFORMANCE	
<u>Side Letter Agreements Incorporated into MOU:</u>	
1. FY09 Compensation and Benefits Re-Opener w/one year MOU Extension, dated September 10, 2008.	
2. Completion of Retirement Enhancement Reopener Health Reimbursement Arrangement (HRA) Sick Leave/Health Incentive, dated November 6, 2008.	

LEGEND

* * *	= deleted old language
[\$ deleted]	= section/subsection deleted/moved
[\$\$ deleted]	= two or more sections/subsections deleted/moved
bold type	= new language

ARTICLE I

PREAMBLE

A. PURPOSE

This Memorandum of Understanding, hereinafter MOU, entered into between the City of Fresno, hereinafter referred to as the City, and the Fresno Police Officers Association, Police Management Unit, hereinafter referred to as the Association or Unit, has as its purpose to establish wages, hours, and other terms and conditions of employment for members of this Unit. **This MOU is extended for a three (3) year period of time from June 30, 2009 to June 30, 2012. Effective July 1, 2009, other than the modifications set forth herein, the parties agree that until this MOU terminates on June 30, 2012, all economic benefits currently afforded to affected members shall remain intact without modification unless otherwise agreed to in writing by the parties.**

Effective July 1, 2009 through June 30, 2011, the parties agree there will be no demotions (excluding demotions for disciplinary cause) of any member of this Unit for economic or reorganizational purposes or for the enforcement of involuntary furloughs.

B. DEFINITIONS

Unless the particular provision or the context otherwise requires, and, except to the extent that a particular word or phrase is otherwise specifically defined in this MOU, the definitions and provisions contained in Article 3 of Chapter 1, Sections **3-101 * * ***, **3-201 * * ***, **3-301 * * ***, **3-301 * * *** and **3-603 * * *** of the Fresno Municipal Code, hereinafter FMC, shall govern the construction, meaning, and application of words and phrases used herein. The definition of each word or phrase shall constitute, to the extent applicable, the definition of each word or phrase which is derivative from it, or from which it is a derivative, as the case may be.

C. GOVERNING LAWS

The employer-employee relationship between the City and its employees and the City and the Association is governed by Chapter 10 of Division 4 of Title I of the Government Code (Section 3500 et seq. commonly known as the Meyers-Milias-Brown Act), applicable provisions of the Public Employment Relations Board (PERB), and the Public Safety Officers Procedural Bill of Rights Act (POBOR) as may be amended from time to time, and Article 19 of Chapter 2 of the FMC. In the event of any conflict between said laws and this MOU, or in the event of conflicts in interpretation, said laws shall govern.

ARTICLE II

EMPLOYEE RIGHTS

A. GENERAL - EMPLOYEE RIGHTS

The rights of employees are set forth in FMC Section **3-604** * * * and said Section presently reads as follows:

"Employees shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations including, but not limited to, wages, hours, and other terms and conditions of employment. Employees shall have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the City. No employees shall be interfered with, intimidated, restrained, coerced, or discriminated against by the City or by an employee or an employee organization because of his exercise of any of these rights. No management employee or confidential employee shall act as a representative of any employee organization which represents employees other than management employees or confidential employees."

B. EMPLOYEE RESPONSIBILITIES

All employees in the Police Management Unit acknowledge that the City shall consider the positions and proposals of the Association as the meet and confer positions and proposals of all employees, individually and collectively, in said Unit.

C. NONDISCRIMINATION

The provisions of this MOU shall apply equally to and be exercised by all employees of the Unit consistent with state and federal nondiscrimination statutes.

ARTICLE III
CITY RIGHTS

A. GENERAL

1. The rights of the City include those rights enumerated in FMC Section **3-605** * * *, as the same may be amended from time to time. Specifically:
 - "(a) The exclusive rights of the City include, but are not limited to, the right to
 - (1) determine the missions of its constituent departments, divisions, commissions, and boards;
 - (2) set standards of service and municipal fees and charges;
 - (3) determine the procedures and standards of selection for employment, assignment, transfer, and promotion;
 - (4) direct its employees;
 - (5) take disciplinary action;
 - (6) relieve its employees from duty because of lack of work or for other legitimate reasons;
 - (7) maintain the efficiency of governmental operations;
 - (8) determine the methods, means, and personnel by which government operations are to be conducted;
 - (9) determine the content of job classifications;
 - (10) take all necessary actions to carry out its mission in emergencies;
 - (11) exercise complete control and discretion over its organization and the technology of performing its work."
2. The rights of the City include the determination of staffing levels, including but not limited to, staffing by shift and class. Minimum staffing levels, by shift, area, and day of the week, shall be established by appropriate departmental order.

3. All other rights formerly or presently enjoyed by or vested in the City on the effective date of this MOU and not mentioned in Section 1. (a) are retained by and reserved to the City.
4. Nothing in this MOU shall be construed as delegating to others the authority conferred by law on the City, or in any way abridging or reducing such authority.
5. This MOU is not intended to restrict consultation in good faith with the Association regarding matters within the right of the City to determine.

ARTICLE IV

RECOGNITION

A. RECOGNITION OF UNIT DESCRIPTION

The Police Management Unit consists of all employees holding a permanent position, as defined in FMC Section **3-202** (p)(4) * * *, in one of the following classes (hereinafter collectively referred to as employee unless otherwise specified), provided that such Unit may be modified from time to time in the manner designated in the FMC:

Police Lieutenant
Police Captain
Deputy Police Chief

B. ASSOCIATION RECOGNITION

The City acknowledges the Association as the recognized employee organization representing the Unit, and therefore, shall meet and confer in good faith promptly upon request by the Association and continue for a reasonable period of time in order to exchange freely information, opinions, and proposals, and to endeavor to reach agreement on a successor MOU at least one (1) week prior to the last regular City Council meeting at which the City budget must be adopted for the ensuing fiscal year in order to meet the June 30 deadline specified in the City Charter. In order that the meet and confer process includes adequate time for the resolution of any impasse, the City shall accept meet and confer process proposals from the Association as early as March 1, * * * **2012**.

C. CITY RECOGNITION

The Association recognizes the City Manager of the City, or such other person as may be designated in writing, as the designated representative of the City, pursuant to FMC Section **3-615**, * * * and shall meet and confer in good faith promptly upon request by the City and continue for a reasonable period of time in order to exchange freely information, opinions, and proposals, and to endeavor to reach agreement on a successor MOU at least one (1) week prior to the last regular City Council meeting at which the City budget must be adopted for the ensuing fiscal year in order to meet the June 30 deadline specified in the City Charter.

D. RECOGNITION OF MUTUAL OBLIGATION

The Association and the City recognize and acknowledge their mutual obligation and responsibility to effectuate the purposes set forth in, and to adhere to the conditions and clauses set forth in this MOU.

E. STRIKES

No unlawful strikes of any kind shall be caused or sanctioned by the Association during the term of this MOU.

F. UNILATERAL ACTION

In the event the meet and confer process for a successor MOU results in an impasse, as defined in the FMC, the City shall not take unilateral action regarding wages, hours, and other terms and conditions of employment prior to completion of the impasse procedures outlined in the FMC.

ARTICLE V

SCOPE OF REPRESENTATION

A. GENERAL

"Scope of representation" shall be as defined in FMC Section **3-603(w)**, * * * as the same may be amended from time to time. Said Section presently reads as follows:

"Scope of representation" means all matters relating to employer-employee relations, including, but not limited to, wages, hours, and other terms and conditions of employment. Employee rights, as set forth in Section **3-604**, * * * and City rights as set forth in Section **3-605(a)**, * * * are excluded from the scope of representation.

B. REPRESENTATION

1. The City will not interfere with, or discriminate in any way against, any employee by reason of his or her membership in the Association.
2. The Association agrees to represent Unit employees in a manner consistent with the requirements of the Meyers-Miliias-Brown Act, POBOR, and applicable state and federal regulations.

ARTICLE VI

DEDUCTIONS AND ASSOCIATION BUSINESS

A. DUES CHECKOFF/DEDUCTIONS

Rules governing dues check-off are set forth in FMC Section **3-620**, as the same may be amended from time to time. The procedures governing dues deductions, agency shop, hold harmless obligations, religious and conscientious objections, and financial reporting requirements, shall be as provided in Government Code Section 3502.5.

1. The City shall deduct the dues or benefit premiums, or both, upon proper authorization by Association members in the Unit.
2. If a member in the Unit desires the City to deduct dues or benefit premiums from the member's paycheck, a deduction authorization shall be made upon a Dues Deduction Authorization card in the form specified in FMC Section **3-620**, * * * as the same may be amended from time to time.
3. A Dues Deduction Authorization card may be revoked by a member in the Unit, and the dues or benefit deduction canceled, only during the months of November and December of any year.
4. If a member in the Unit desires to revoke prior dues deduction authorization card, a dues deduction revocation shall be made upon a Dues Deduction Revocation card in the form specified in FMC Section **3-620**, * * * as the same may be amended from time to time.
5. Upon written authorization by a retired member of the Association, the City shall deduct credit union payments and Association dues monthly from the retirement check of such retired member and forward same to the credit union or Association as designated in such authorization.
6. Dues Deduction Authorization and Revocation cards are available at the Finance Department, Payroll Section, and Human Resources Division of the Personnel Services Department.

B. EXCEPTIONS TO DUES DEDUCTION AUTHORIZATION CARD

The earnings of employees who opt to join the Association must be sufficient after other legal and required deductions are made to cover the amount of the dues deduction authorized. When an employee is in a non-pay status for an entire pay period, no dues deduction shall be made from future earnings to cover that pay period, nor will the employee be allowed to deposit with the City Controller the amount which would have been deducted if the member had been in a pay status

during the pay period. Whenever the member's salary is not sufficient to cover other legal and required deductions, no dues deduction or deposit shall be made.

C. DUES DEDUCTION CHECK

1. The dues deduction check covering all such deductions shall be transmitted to the Fresno Police Officers Association.
2. The dues deduction check shall be made in favor of the Fresno Police Officers Association.
3. A dues deduction check will be transmitted at least monthly.

D. ASSOCIATION BUSINESS

1. Employees occupying classes represented by the Association shall have their monthly vacation leave accrual levels (denoted in MOU Article VII, Section H. 2., vacation leave), reduced by .583333 hours per month, which shall be placed in a time bank and administered by the department for Association business use. Officers designated by the Association may, with the approval of the department, attend Association business, including such activities as attendance at Association membership and Board meetings, PORAC and other similar conferences, and direct involvement in charitable Association activities. Time banked under this provision may also be designated by the Association to cover members who Absent with Substitute (AWS) for designated Association members who are attending to Association business. The department is not required to grant time off for Association business if it will require filling the position on an overtime basis.
2. The Association Chairman may use the time banked under this provision for Association business in eight (8) hour increments to a maximum of 24 hours per week.
3. Any time spent by the Association Chairman, and by members designated by the Association to be on such business, shall be deducted from the Association's time banked balance. It is further agreed by the parties that once accrued vacation leave is donated to the Association, the City no longer has any obligation to compensate, either in cash or in equivalent time off, such members.

ARTICLE VII

COMPENSATION AND BENEFITS

A. GENERAL

All economic benefits, provided by Council ordinance or formal Council resolution and not otherwise clearly and explicitly modified or restricted in this MOU, shall be continued without alteration during the term of this MOU.

B. SALARIES, EMPLOYEE PERFORMANCE EVALUATIONS, BONUS PAY, DEFERRED COMPENSATION, PENSION CONTRIBUTION, HEALTH REIMBURSEMENT ARRANGEMENT (HRA), BENEFIT PAYOFFS AND PROMOTION.

1. Salaries - **(Incorporated from September 10, 2008, Compensation and Benefits Re-Opener Side Letter of Agreement)**
 - a. Police Lieutenants and Police Captains (FY08):
 - i. **[\$ deleted]**
 - ii. **[\$ deleted]**
 - b. Deputy Police Chiefs (FY08):
 - i. **[\$ deleted]**
 - ii. **[\$ deleted]**
 - c. Police Lieutenants, Police Captains and Deputy Police Chiefs (FY09):
 - i. **[\$ deleted]**
 - ii. **[\$ deleted]**
 - iii. **Effective January 1, 2009, salaries for Police Lieutenants and Police Captains shall be increased by one and a half percent (1.5%) as reflected on Exhibit I, Table I.**
 - iv. **Effective January 1, 2009, the upper end of the salary range for Deputy Police Chiefs shall be increased by one and half percent (1.5%) from \$11,516 to \$11,748 as reflected on Exhibit I, Table I.**

- v. **Effective June 30, 2009, the one and a half percent (1.5%) salary increase for Lieutenants, Captains and for Deputy Chiefs as noted in subsections iii and iv above, shall be retroactive to July 1, 2008, subject to verification of a six hundred thousand dollar (\$600,000) savings in overtime expenses or other agreed upon ongoing expenses in the Police Department's budget for Fiscal Year 2009.**

The parties agree that retroactivity of the one and a half percent (1.5%) increase is subject to review of the Police Department's budget to determine the amount of actual savings and from what sources the savings occurred. Any such review and verification will occur no later than July 31, 2009.

- vi. **Effective June 30, 2009, salaries for Police Lieutenants and Police Captains shall be increased by one half percent (0.5%) as reflected on Exhibit I, Table II.**
- vii. **Effective June 30, 2009, the upper end of the salary range for Deputy Police Chiefs shall be increased by one half percent (0.5%) from \$11,748 to \$11,807 as reflected on Exhibit I, Table II.**

d. Police Lieutenants, Police Captains and Deputy Police Chiefs (FY10) – **Deferred Salaries Pursuant to Agreement on Re-Opener and Extension of Current MOU:**

- i. ***** Effective June 30, 2009, Police Lieutenants and Police Captains agree to defer the one percent (1%) salary increase previously scheduled to be received on July 1, 2009.**
- ii. ***** Effective June 30, 2009, Deputy Police Chiefs agree to defer the one percent (1%) salary increase to the upper end of the salary range from \$11,807 to \$11,926 previously scheduled to be received on July 1, 2009.**
- iii. ***** Effective June 30, 2009, Police Lieutenants and Police Captains agree to defer the one percent (1%) salary increase previously scheduled to be received on June 30, 2010.**
- iv. ***** Effective June 30, 2009, Deputy Police Chiefs agree to**

defer the one percent (1%) salary increase to the upper end of the salary range from \$11,926 to \$12,046 previously scheduled to be received on June 30, 2010.

e. Applicability to Retirees:

i. **[§ deleted]**

f. Retroactivity:

i. **Applicable * * * adjustments to monthly retirement allowances for retirees will be retroactive to July 1, 2008, if the six hundred thousand dollar (\$600,000) savings in overtime expenses or other agreed upon ongoing expenses in the Police Department's budget are realized and a determination is made as to the sources where the savings occurred, as set forth * * * in Section 1.c.v. above.**

ii. **Adjustments to the monthly retirement allowances for retirees shall be calculated pursuant to FMC Section * * * 3-301 and * * * 3-302, utilizing the one and a half percent (1.5%) salary increase effective January 1, 2009.**

g. **Police Lieutenants, Police Captains and Deputy Police Chiefs (FY11) – SALARIES PURSUANT TO AGREEMENT ON RE-OPENER AND EXTENSION OF CURRENT MOU:**

i. **Effective July 1, 2010, salaries for Police Lieutenants and Police Captains shall be increased by two percent (2%) as reflected on Exhibit I, Table III.**

ii. **Effective July 1, 2010, the upper end of the salary range for Deputy Police Chiefs shall be increased by two percent (2%) from \$11,807 to \$12,044 as reflected on Exhibit I, Table III.**

iii. **Effective July 1, 2010, salaries for Deputy Police Chiefs shall be increased by two percent (2%).**

iv. **Effective January 1, 2011, salaries for Police Lieutenants and Police Captains shall be increased by one percent (1%) as reflected on Exhibit I, Table IV.**

v. **Effective January 1, 2011, the upper end of the salary range for Deputy Police Chiefs shall be increased by one**

percent (1%) from \$12,044 to \$12,165 as reflected on Exhibit I, Table IV.

- vi. Effective January 1, 2011, salaries for Deputy Police Chiefs shall be increased by one percent (1%).

h. Police Lieutenants, Police Captains and Deputy Police Chiefs (FY12) – SALARIES PURSUANT TO AGREEMENT ON RE-OPENER AND EXTENSION OF CURRENT MOU:

- i. Effective July 1, 2011, salaries for Police Lieutenants and Police Captains shall be increased by two percent (2%) as reflected on Exhibit I, Table V.
- ii. Effective July 1, 2011, the upper end of the salary range for Deputy Police Chiefs shall be increased by two percent (2%) from \$12,165 to \$12,409 as reflected on Exhibit I, Table V.
- iii. Effective July 1, 2011, salaries for Deputy Police Chiefs shall be increased by two percent (2%).
- iv. Effective January 1, 2012, salaries for Police Lieutenants and Police Captains shall be increased by one percent (1%) as reflected on Exhibit I, Table VI.
- v. Effective January 1, 2012, the upper end of the salary range for Deputy Police Chiefs shall be increased by one percent (1%) from \$12,409 to \$12,534 as reflected on Exhibit I, Table VI.
- vi. Effective January 1, 2012, salaries for Deputy Police Chiefs shall be increased by one percent (1%).

i. Retirement/DROP Between June 30, 2009 and July 1, 2012:

Effective June 30, 2009, the deferred two percent (2%) base salary increase shall be treated as if it had been paid and used in retirement allowance calculations pursuant to the applicable FMC Sections for members who retire and separate from City Service or enter DROP between June 30, 2009 and July 1, 2012, will have salaries, for the purposes of retirement, calculated on the basis of the following:

- The final results of the potential retroactive increase for July 1, 2008 through December 31, 2008.
- The 0.5% salary increase to be received on June 30, 2009.
- A one percent (1%) salary increase as if instituted on July 1, 2009.
- A one percent (1%) retirement pick-up (to be calculated as if it were a one percent (1%) salary increase for the unit) as if instituted on July 1, 2009.
- A one percent (1%) salary increase as of July 1, 2010 (instead of the two percent (2%) to be instituted).
- Any other salary increases received subsequent to July 1, 2010, but not the one percent (1%) retirement contribution pick-up.

The intent of this language is to capture deferred salary and pension increases for the purpose of retirement calculations.

j. Retirement Calculation:

Effective July 1, 2011, a Tier 1 member who is demoted for economic or reorganization purposes and who separates from City Service by service retirement or disability retirement without entering into DROP shall have their retirement calculated using the member's highest average monthly compensation earnable by the member during any thirty-six (36) consecutive-month period of service instead of the average monthly compensation earnable by the member during the last three (3) years of employment with the City of Fresno Police Department.

2. Employee Performance Evaluations:

- Effective January 1st of each year during the term of this MOU, salary increases for employees in this Unit occupying the class of Deputy Police Chief shall be based upon annual performance evaluations using the following graduated performance-based merit plan table.
- Effective June 30, 2009, Deputy Police Chiefs shall continue to be evaluated and receive Annual Performance Evaluations, however, salary increases will apply as set forth in Section 1. c.,

d., g. and h, above through January 1, 2012.

Unsatisfactory/Needs Improvement	Zero Percent (0%)
Average	Zero Percent (0%)
Above Average	Three Percent (3%)
Superior	Four Percent (4%)
Outstanding	Five Percent (5%)

- b. The annual rating under this performance-based merit plan shall cover the period of January 1st through December 31st of each year during the term of this MOU. An “outstanding” rating must include justification to the City Manager or designee in the comments section of the Performance Evaluation form.
- c. The City and the Association agree to meet and confer prior to the implementation of any modifications to the current performance evaluation process.

3. Bonus Pay:

Employees in this Unit occupying the class of Deputy Police Chief are also eligible to receive annual Incentive Compensation Bonuses based on the same criteria and awarded in the same manner as Department and Deputy Directors pursuant to the Plan Provisions of the City of Fresno Performance Pay Plan. However, Deputy Police Chiefs shall not be subject to any form of fine or charge if an employee’s performance does not meet the Chief’s expectations. Instead, Deputy Police Chiefs will be subject to the provisions of Article VII, Section K of this MOU or any other applicable actions as permitted by POBOR.

4. Deferred Compensation:

The City will contribute to the City's Deferred Compensation Plan fifty-five dollars and thirty-nine cents (\$55.39) per pay period on behalf of each employee of this Unit. To receive this benefit, employees shall be enrolled in the Deferred Compensation Plan. If necessary, Unit employees shall be responsible for adjusting their personal contribution to stay within the maximum allowable contribution amount. This contribution by the City shall not be pensionable compensation and shall not be included in the calculation of retirement benefits.

5. Pension Contribution:

The following applies to an employee's pension contribution:

- a. Pension Contribution (FY08 & FY09) – The City will pay one percent (1%) toward the employee's share of his/her pension contribution, including those employees who have entered DROP, such adjustment to be permanent until the employee retires or separates from City service. This contribution will be pensionable, but shall not be used to calculate benefit payoffs.
- b. Pension Contribution (FY10) – Effective * * * **June 30, 2009, all employees agree to defer the * * * City's * * * contribution of** an additional one percent (1%) for a total of two percent (2%) toward the employee's share of his/her pension contribution **until FY12. * * ***
- c. Applicability to DROP Members – Effective * * * **June 30, 2009, * * *** **the parties agree that** the existing one percent (1%) pension contribution set forth in 5.a. above * * * will continue **to be paid by the** City as salary to employees who have entered the Deferred Retirement Option Program (DROP). **The parties further agree that effective June 30, 2009, the * * * additional one percent (1%) supplemental payment for a total of two percent (2%), scheduled for July 1, 2009, shall be deferred until FY12. When paid, the** supplemental payment will be calculated by multiplying the appropriate percentage times the employee's base rate of pay as reflected in Exhibit I, Tables I, IA, IIA and IIIA and payment shall be included in the employee's biweekly paycheck. The supplemental payment shall not be considered part of the employee's base pay. **The employee's DROP amount will not be affected by these supplemental salary payments.**
- d. Applicability to Retirees (FY10 and FY11) – **Adjustments to the monthly retirement allowances for retirees shall be calculated**

pursuant to FMC Sections 3-301 and 3-302 utilizing the one percent (1%) City pension contribution as compensation.

- e. **Pension Contribution (FY12)** – Effective June 30, 2012, the City shall contribute an additional one percent (1%) for a total of two percent (2%) toward the employee's share of his/her pension contribution, such adjustment to be permanent until the employee retires or separates from City service. The contribution towards member pension obligations shall be included as compensation for purposes of pension calculations, but shall not be used to calculate benefit payoffs.
- f. **Applicability to DROP Members** – Effective June 30, 2012, in lieu of the existing one percent (1%) pension contribution set forth in 5.a. above, the City will continue to pay employees who have entered the Deferred Retirement Option Program (DROP) the deferred additional one percent (1%) supplemental payment for a total of two percent (2%). The supplemental payment will be calculated by multiplying two percent (2%) times the employee's base rate of pay as reflected in Exhibit I, Tables I, I, III, IV, and V, and payment shall be included in the employee's biweekly paycheck. The supplemental payment shall not be considered part of the employee's base pay. The employee's DROP amount will not be affected by these supplemental salary payments.
- g. **Applicability to Retirees** - * * * Adjustments to the monthly retirement allowances for retirees shall * * * be calculated pursuant to FMC Sections * * * 3-301 and * * * 3-302 utilizing the two percent (2%) City pension contribution payment as compensation.
- h. **Retroactivity:**
 - i. [§ deleted]
 - ii. [§ deleted]

[§ deleted]

- 6. **Health Reimbursement Arrangement (HRA)** (Incorporated from Side Letter Agreement dated November 6, 2008)

At separation from permanent employment with the City of Fresno by service retirement or at disability retirement if the employee is otherwise eligible for service retirement, the value of the employee's accumulated sick leave and

cashable vacation leave shall be credited to an account for the employee under the Health Reimbursement Arrangement (HRA).

- ***** July 1, 2008, the number of accumulated sick leave hours in excess of 120 hours at the time of retirement multiplied by 50% of the employee's then hourly rate of pay.**
- ***** November 3, 2008, the number of accumulated sick leave hours at the time of retirement in excess of 120 hours multiplied by 50% of the employee's then current hourly base rate of pay, except that an employee who retires within sixty (60) calendar days of receipt by the City of Fresno Fire & Police Retirement System of a retirement application by, or on behalf of the employee, shall have accumulated sick leave hours upon retirement in excess of 120 hours upon retirement multiplied by eighty percent (80%) of the employee's then current hourly base rate of pay.**
- **Effective July 1, 2009, the total number of all accumulated sick leave hours at the time of retirement, multiplied by 50% of the employee's then current hourly base rate of pay, except that an employee who retires within sixty (60) calendar days of receipt by the City of Fresno Fire & Police Retirement System of a retirement application by, or on behalf of the employee, shall have all accumulated sick leave hours upon retirement in excess of 120 hours upon retirement multiplied by eighty percent (80%) of the employee's then current hourly base rate of pay.**

All payments noted above are dependent upon the employee's eligibility requirement as set forth in the Retirement/Attendance Health Incentive provision in Section H., paragraph 1.a, below, and

- The number of accumulated cashable vacation leave hours at the time of retirement multiplied by the employee's then current hourly base rate of pay.
- **Effective August 1, 2009, the total number of all accumulated holiday leave hours at the time of separation for retirement purposes paid at the member's then current hourly base rate of pay.**
- The hourly base rate of pay shall be the equivalent of the monthly salary for an employee as reflected in Exhibit I, multiplied by twelve (12) months then divided by 2,080 hours.

The HRA accounts shall be book accounts only – no actual trust account shall be established for any employee. Each HRA book account shall be credited on a monthly basis with a rate of earnings equal to the yield on the City's Investment Portfolio (provided that such yield is positive).

The HRA accounts shall be used solely to pay premiums for medical insurance (including COBRA premiums) covering the participant, the participant's spouse (or surviving spouse in the event of the death of the participant), and the participant's dependents. Once a participant's account under the HRA has been reduced to \$0, no further benefits shall be payable by the HRA. If the participant, the participant's spouse, and the participant's dependents die before the participant's account under the HRA has been reduced to \$0, no death benefit shall be payable to any person by the HRA.

*** * * After July 1, 2008, the requirement in the first paragraph of this Section that an employee use less than eighty (80) hours of sick leave in the preceding 24 months shall be eliminated and no such requirement shall be made for an employee otherwise eligible for this benefit.**

7. Benefit Payoffs

Benefit payoffs (e.g. holiday, administrative leave) shall be at the employee's applicable base rate of pay, as reflected in Exhibit I, Tables I, II, III, IV, and V at the time of payment. However, employees shall not be allowed to cash out any accumulated hours of sick and/or vacation leave pursuant to the HRA set forth in Section B., paragraph 6., above.

8. Promotion

- a. For classes which have step increases (Police Lieutenant and Police Captain), movement to the next higher step will be at the discretion of the Chief of Police, based on the employee's last Annual Performance Evaluation which demonstrates that the individual meets the job standards for that class. **Lieutenants and Captains promoted after July 1, 2009, will be placed at Step D of the class promoted to.**
- b. The value of education incident plan (EIP) premium pay held in the FPOA Unit 4 class at the time of portion to a FPOA Unit 9 class shall be considered in the calculations for determining step placement shall not be less than the "C" step level. This value consideration calculation is applicable solely to the promotional step placement determination described in this Subsection.

9. Post Certificate Pay – All compensation earned by a member pursuant to this

sub-section shall be in addition to any other incentive and/or premium pays received and shall be compensable for retirement purposes.

[\$ deleted]

- a. Members who have satisfactorily attained the Supervisory P.O.S.T. Certificate shall be compensated at a rate of four percent (4%) above the member's base rate of pay.
- b. **Effective July 1, 2009**, members who have satisfactorily attained the Management P.O.S.T. Certificate shall be compensated **an additional one percent (1%) for a total** * * * of nine percent (9%) above the member's base rate of pay.

C. SERVICE UNIFORM ALLOWANCE

* * * Employees shall receive * * * \$1,090 per year as a service uniform purchase and maintenance allowance, prorated and paid on a pay period-by-pay period basis. The service uniform allowance provided pursuant to this section shall be considered as compensation for purposes of calculating a member's pension benefits.

D. FRESNO CITY EMPLOYEES HEALTH AND WELFARE TRUST

The City and the Association agree that the Fresno City Employees Health and Welfare Trust has the sole authority to determine the benefits that will be provided during the term of this MOU. The sole responsibility of the City under this clause is to provide a set dollar amount to be contributed to the Trust on behalf of the employees represented by the Association. The City's contribution will be eighty percent (80%) of the premium established by the Fresno City Employees Health and Welfare Trust Board, per month, per employee. **Members may opt to contribute the amount necessary to make up the difference through payroll deductions, or accept a reduced coverage option.**

The parties also agree to work collectively in conjunction with their Board representatives to research and recommend potential cost-saving measures for the Health & Welfare Trust, which may include a choice of health program options based on individual need or preference, including a reduced option equivalent to the City's premium contribution, a separate rate for single employees with no dependents, or other flex plan programs; mandatory generic mail order drug maintenance for employees who require prescription drug therapy for any period of 90 days or more; or other measures that may be identified as this work progresses.

E. WELLNESS PROGRAM

1. Wellness Program Development Committee

Through the Police Basic (Unit 4) MOU, a Wellness Program Development Committee (WPDC) was created for the purpose of developing a departmental Wellness Program (WP) for Unit 4 members, and for providing all aspects of program and policy administration, oversight and maintenance. The WPDC is composed of participants selected by the Chief of Police or designee and the Association. The WP provides for a monetary incentive for achieving goals and maintaining standards, voluntary participation; the services of a health/fitness coordinator; individually tailored consultations and screenings; educational components; sole responsibility on the part of any contracted WP service provider for the maintenance and monitoring of confidentiality of participant health, medical, and fitness information/records (i.e., such information shall not be provided to the City or any City department); and the sharing solely of attendance and participation related information with the City, on the part of any contracted WP service provider, to facilitate administration and disbursement of WP incentives. The WP is outlined in a departmental Standing Order, and implementation of any WP policy modifications shall be at the discretion of the WPDC. This Committee will also serve members of the Police Management, Unit 9.

Members of this Unit, **and the Chief of Police**, shall be eligible to voluntarily participate in the Fresno Police Department Wellness Program. * * * **Effective July 1, 2009**, the sum of **\$40,000** * * * shall be utilized for payments of monetary incentives and for services provided by the contracted WP provider. * * * **Effective July 1, 2010 and July 1, 2011, the City shall provide an additional \$5,000, for a total of \$10,000.** The City shall not be obligated to pay in excess of * * * **\$45,000 in FY 11 and \$50,000 in FY12** to the WP on behalf of the members of this Unit, **and the Chief of Police**. Should the total monetary incentive due to eligible members exceed the fiscal year's allotted sum, payment to eligible members will be prorated and calculated base on an hourly rate. Said hourly rate shall be established by dividing the remaining funds by the total hours earned by the eligible WP participant to establish the amount due. (For example: \$425,000 – money available minus \$80,000 – service fees = \$345,000 – money to pay participants) if 550 participants earned 20,000 hours. Divided \$345,000 by 20,000 = \$17.25 an hour. Multiply \$17.25 x 56 hours = \$966). WP monetary incentives shall be paid by separate check no later than the last pay date in August of the subsequent fiscal year. In the event any portion of the WP funding for a particular fiscal year remains undistributed/unspent, the WPDC shall encumber the undistributed/unspent funding prior to the end of the fiscal year for use for the WP in the subsequent fiscal year.

* * *

Effective July 1, 2009, the benefits provided pursuant to this section shall be considered as compensation for purposes of calculating pension benefits for a member.

F. LIFE INSURANCE AND LONG TERM DISABILITY BENEFITS

1. Life Insurance:

The Life Insurance benefit up to the active employee's 70th birthday is 100% of annual earnings, rounding up to the next \$1,000, with a maximum of \$150,000. In addition, employees assigned to the bomb squad shall have accidental death, dismemberment and paralysis insurance coverage in the amount of \$250,000.

2. Long Term Disability:

An employee is eligible for long term disability insurance after 30 days from the date of the disability or after all sick leave is exhausted, whichever is greater. The benefit amount is 66 2/3% of salary up to age 65. The maximum benefit period differs after age 61. For more specific information, refer to the insurance certificate.

G. SICK LEAVE BENEFIT AT THE TIME OF ELECTION TO ENTER THE DEFERRED RETIREMENT OPTION PROGRAM (DROP) OR AT RETIREMENT.

An employee who meets the criteria as outlined below, will receive only one of the following benefits based on whether or not the employee enters the DROP program before retiring from City employment.

1. For an employee who has reached the minimum retirement age and who has elected to enter the DROP Program, the calculation of the employee's monthly DROP amount shall include an amount equal to fifty percent (50%) of the employee's unused sick leave balance as of the DROP entry date, with the sum calculated by multiplying fifty percent (50%) of the hours of unused sick leave by the hourly base rate of pay for the employee in effect as of the DROP entry date. The employee's pension contribution on this amount will be calculated as of the date of DROP entry by multiplying the lump sum described above in this subparagraph 1. by the employee's pension contribution rate and that amount will be deducted from the employee's DROP account. The City will also be required to make a corresponding pension contribution to the retirement system based on the additional pensionable compensation created by the Sick Leave Benefit.
2. For the employee who has reached the minimum retirement age and retires from the City without entering DROP, an amount equal to fifty percent (50%) of the employee's unused sick leave balance shall be included in the computation of the employee's retirement allowance as if it were a one-time payment at the hourly base rate of pay for the employee in effect at the date of retirement. The employee and the City will make a corresponding pension

contribution to the retirement system based on the additional pensionable compensation created by the Sick Leave Benefit. The employee's retirement contribution will be calculated as of the date of retirement by multiplying the lump sum described above in this subparagraph 2. by the employee's pension contribution rate and the employee agrees to have this amount withheld from the employee's first retirement benefit payment from the Retirement System as the employee's retirement contribution for this additional amount of pensionable compensation. This provision shall not apply to employees who retire prior to age 50 due to a disability or to former employees that have separated from City service prior to reaching the minimum retirement age and have elected a Deferred Vested status in the City of Fresno Fire & Police Retirement System.

3. Hourly base rate shall be the equivalent of the monthly salary for an employee s provided in Exhibit I multiplied by twelve (12) months then divided by 2,080 hours.

H. LEAVES

1. Sick Leave:

Employees shall accrue sick leave at the rate of eight (8) hours for each completed calendar month of employment, with unlimited accumulation. The FMC, City administrative orders, departmental policies, procedures, rules and regulations concerning sick leave usage and administration will continue to apply. Administrative Order 2-19.1, Attendance Policy, shall no longer apply to members of this Unit. The attendance/health incentive component detailed below will also continue to apply.

- a. Retirement Attendance/Health Incentive – At service retirement or at a disability retirement if the employee is otherwise eligible for service retirement, the employee will be credited for all unused sick leave in excess of 120 hours, and effective July 1, 2009, will be credited for all unused hours, at 50% **or 80%** of the employee's then current base rate of pay, to be used solely to pay premiums for medical insurance (including COBRA premiums), pursuant to the City's Health Reimbursement Arrangement as set forth in Section B., paragraph 6., above. * * *

2. Vacation Leave:

- a. Employees shall accrue 16.667 vacation leave hours for each completed calendar month of employment. **Effective July 1, 2010, the accrual rate shall increase to 17.167 and effective July 1, 2011, the accrual rate shall increase to 17.667.** (Pursuant to MOU

Article VI, Section D., Subsection 1. each employee's applicable accrual rate will be reduced monthly by .583333 hours for Association time bank purposes.) Employees are allowed to accrue 500 hours of vacation leave. Upon separation from the City, the balance of accrued vacation leave shall be:

- (1) Credited to the City's Health Reimbursement Arrangement (HRA) as set forth in Section B., paragraph 6, above, or;
- (2) If not eligible for participation in the HRA, the balance of accrued vacation leave shall be cashed out.

- b. No employee's vacation accumulation shall cease due to refusal by the City to grant vacation leave prior to the employee's reaching the vacation accumulation limit applicable to the employee's position and length of service. In the event an employee requests in writing vacation leave one month prior to the month in which the limit would be reached, and such request is refused, the Chief of Police or designee shall extend the employee's accumulation limit for ninety (90) days, during which time the employee shall be scheduled for vacation leave sufficient to reduce the employee's balance below the accumulation limit.

3. Holiday Leave:

- a. Employees shall accumulate 8 2/3 hours of holiday leave for each completed calendar month of employment.
- b. **Effective July 1, 2009, all employees agree to freeze Holiday time pay downs through September 30, 2010. The cap for accumulated holiday leave shall not exceed a monthly amount of 350 hours. If prior to September 30, 2010, an employee exceeds the monthly 350 hour cap, holiday leave shall be paid down automatically by the department to * * * 350 hours (in accordance with the FMC) without the consent of the employee.**
- c. **After September 30, 2010, employees may request * * * the department to pay down the member's Holiday Time up to a maximum of ninety-six (96) hours, once per pay period. The time bank cap shall remain at 350 hours.**
- d. **Effective July 1, 2009, at separation for retirement purposes, the employees' accumulated holiday leave hours shall be at the member's then current hourly base rate of pay into the Health**

**Reimbursement Arrangement (HRA) pursuant to Article VII,
Section B. 6.**

4. Administrative Leave:

- a. Employees shall receive sixty (60) hours of administrative leave each fiscal year. The Police Chief or designee may grant up to an additional thirty-two (32) hours administrative leave each fiscal year to employees. This additional administrative leave will be based on above average or higher job performance and merit as determined by the Chief or designee. The decision by the Police Chief or designee to grant such additional leave shall be made during July and is effective July 1st of the fiscal year in which it may be taken. Any such additional administrative leave cannot be cashed in by employees. Employees may receive payment for up to sixty (60) hours of Administrative leave not taken during the fiscal year. Any administrative leave not taken or compensated for shall not be added to the leave credited in the next fiscal year.
- b. **Effective July 1, 2009 and July 1, 2010, the sixty (60) hours of administrative leave received by employees for each of those fiscal years, shall be automatically moved into the employee's Holiday time bank and shall be compensable for retirement purposes.**
- c. **Effective July 1, 2011, the provisions contained in subparagraph a., above shall apply.**

I. WORKERS' COMPENSATION

- 1. Notwithstanding the provisions of FMC Section **3-118 * * ***, an employee in this Unit who suffers an injury or illness in the course and scope of City employment shall receive eighty-five (85) percent of full wages or salary from the City. Employees on "light duty" as a result of an injury or illness suffered in the course and scope of employment shall receive their regular salary during the period of light duty.

Compensation for an accepted claim of a work related injury or illness shall begin following the first three (3) days after the employee leaves work as a result of the injury or illness. However, this three (3) day waiting period shall be waived and compensation shall begin on the first day of a work related injury or illness only if:

- a. the employee is hospitalized as an inpatient for at least twenty-four (24) hours; or,

- b. the employee is absent from work fourteen (14) days or more; or,
 - c. the employee is placed on light duty at any time during the first three (3) days.
- 2. Partial days of absence due to a work related injury or illness, including the day of injury or illness, shall be at fully pay and shall not count toward the three (3) days-exclusion period; however, this time shall be recorded as work related injury/illness absence.
- 3. At the employee's option, in the event work related injury/illness pay is not provided during the first three (3) days of absence due to the work related injury or illness, the employee may, at the employee's option, take sick leave, vacation or holiday leave for that period.
- 4. If the employee opts to use sick leave, vacation or holiday for the first three (3) days and it is later determined that work related injury/illness pay under paragraph 1. above, beginning on the first day of a work related injury is appropriate, the leave time shall be restored to the employee and the employee's pay or leave balance will be adjusted accordingly.

If the employee has been on leave without pay for the first three (3) days and it is later determined that pay is applicable from the first day, the employee shall be paid therefore.
- 5. If the employee is placed on sick leave, vacation or holiday pending determination as to whether the injury or illness is industrial, and the injury is determined to be industrial, sick leave, vacation or holiday shall be restored within thirty (30) calendar days of such determination, and the employee placed on work related injury/illness leave as provided herein.
- 6. Retirement benefits shall not be reduced as a result of the level of compensation at the eighty-five (85) percent rate.
- 7. Taxes shall not be withheld on compensation at the eighty-five (85) percent rates which are not taxable due to injury in the line of duty.

J. ASSIGNMENTS, ROTATION AND WORK SCHEDULES

1. Assignments:

Assignments are determined by the Police Chief or designee based on the needs of the Police Department.

2. Rotation:

It is the prerogative of the Police Chief or designee to rotate Police Management personnel as necessary for the good of the service.

3. 4/10 Work Week for Field Commanders:

- a. Police Lieutenants designated as Field Commanders of a Patrol Bureau in the Field Operations Division are assigned to a 4/10 work schedule. It is the prerogative of the Police Chief or designee to reassign employees to another schedule other than a 4/10 as necessary for the good of the service.
- b. A 4/10 work schedule consists of four (4) ten (10) hour work days. The work week begins 0011 hours on Monday and ends on 2400 hours the following Sunday. Each 4/10 schedule within the work week consists of a total of forty (40) scheduled hours of actual work time.
- c. An employee assigned to a 4/10 schedule who is off on a holiday which is a regular work day shall utilize leave balances accrued in the holiday hours bank, administrative leave bank, or vacation bank.
- d. Employees shall accumulate eight (8) hours of sick leave per month, and receive sick leave pay for the actual number of hours absent.
- e. Employees on a 4/10 plan shall accumulate the same number of hours of vacation per month under a 5/8 plan. Vacation leave will be granted for the actual number of hours absent.

K. DEPUTY POLICE CHIEF STATUS

An employee holding the position of Deputy Police Chief who is removed for reasons other than malfeasance or misconduct may return to a position in the previous class held. For example, if the Deputy Police Chief has previously held status as a Police Captain, the employee has return rights to a position in the class of Police Captain. The Police Chief or designee has the prerogative of assigning the former Deputy Police Chief as necessary for the good of the service. Time spent in the Deputy Police Chief position will be considered in determining seniority in the last previous job class held. No other employee in this Unit shall be demoted (bumped) to a position in a lower class as a result of this action.

L. CONSOLIDATION OF SERVICES

The City recognizes its obligation to meet and confer with the Association regarding consolidation of Police services with Fresno County, to the extent it affects wages, hours and other terms and conditions of employment for members of this Unit. Notwithstanding the provisions of Article X, Termination, mention of this issue herein shall not preclude action by the City regarding consolidation after conclusion of the meet and confer process.

M. GRIEVANCES

1. A grievance is a dispute concerning the interpretation or application of any existing City policy, practice, written rule or regulation governing personnel practices or working conditions, including this MOU. The grievance procedure relates only to existing rights or duties, not to the establishment or abolition of a right or duty. This procedure shall not apply to any dispute for which there is another established resolution procedure including, but not limited to, appeal to the Civil Service Board, Retirement Board or unfair employer-employee relations charge fact finding procedure.
2. A written grievance must set forth the specific rule, regulation or policy claimed to have been violated, describe the specific incident or circumstances of the alleged violation, and specify the remedy sought. Any dispute between the parties as to the grievability of an issue or as to whether the requirements of this procedure have been met shall be presented to the Grievance Advisory Committee. The Committee shall rule on the dispute before proceeding with the hearing.
3. The procedure and sequence in filing and processing a grievance shall be as follows:
 - a. The grievant or grievant's rerepresentative shall discuss the grievance with the grievant's immediate supervisor before a written grievance may be filed. Grievances should be settled as near as possible to their source and in as informal setting as possible. The parties agree that every effort shall be made to find an acceptable solution through this informal process before a written grievance is filed.
 - (1) If the grievance is not settled through the informal process, a written grievance may be filed with the grievant's immediate supervisor. A written grievance must be filed within twenty-one (21) calendar days from the time the grievant becomes aware, or should have become aware of, the issue or incident giving rise to the problem. The grievance shall summarize the results of the informal process.

- (2) Upon receipt of a written grievance, the immediate supervisor shall give the grievant a written reply within seven (7) calendar days.
- b. Should the grievant not be satisfied with the answer received from the immediate supervisor, the grievant may, within seven (7) calendar days, file an appeal with the Police Chief or designee. The Police Chief or designee shall have fourteen (14) calendar days after receipt of the appeal to review the matter, investigate and provide a written answer to the appeal, explaining clearly the decision or proposed action and reasons thereof. The Police Chief or designee may confer with the grievant and appropriate supervisors in an attempt to bring about a harmonious solution.
- c. If the grievant is not satisfied with the decision of the Police Chief or designee, the grievant may within seven (7) calendar days after receipt of the written reply, file a request for a review of the Police Chief or designee's decision to the Grievance Advisory Committee. The grievance shall be reviewed by the Association before it is referred to the Grievance Advisory Committee.
 - (1) From the date a grievance otherwise meeting all criteria for the filing and processing of a grievance reaches the Labor Relations Division, the Grievance Advisory Committee shall be convened within twenty-eight (28) calendar days in order to hear the grievance.
 - (2) All time limits herein may be extended by mutual agreement of the parties.
 - (3) The Grievance Advisory Committee shall talk to the grievant and the supervisor involved to set forth in writing the facts of the particular situation as objectively as possible and recommend a solution to the City Manager within fourteen (14) calendar days of their last meeting.
- d. The City Manager shall review the decision of the Police Chief or designee, recommendations of the Grievance Advisory Committee and shall then render a written decision to the employee within fourteen (14) calendar days after receipt from the Grievance Advisory Committee.
- e. Failure of the grievant to file an appeal within the specified time limit of the procedure beginning within subsection 3. b. shall constitute an abandonment of the grievance. Failure of the responsible supervisor or official of the City to render a decision within the specified time limit

established by this procedure shall automatically move the grievance to the next higher level for action, without action required of the grievant.

4. The Grievance Advisory Committee shall be comprised of one employee selected by the Association, one employee selected by the City and a third individual to be mutually agreed upon by the City and the Association who shall serve as the Chairperson.
5. Employees and Association Representatives shall be allowed reasonable time off without loss of pay to present grievances under this procedure.

N. DRUG TESTING

The members of this Unit agree to participate in a random drug testing process following the below guidelines:

1. All members of this Unit shall execute a written release stating full consent to periodic unannounced drug testing.
2. All drug testing will be performed in accordance with the "Controlled Substances and Alcohol Testing Regulations, Federal Motor Carrier Safety Administration" (FMCSA), except as noted in paragraph 8, below.
3. Under this subsection, any random testing without notice will be in compliance with applicable court decisions.
4. The FMCSA may be amended from time to time which may result in a necessary revision to this provision. However, the City will first forward a copy of the revised provision to the FPOA Unit Representative with an offer to meet and confer regarding any potential impact to the members of this Unit.
5. At the request of the Police Chief or designee, the City of Fresno Risk/Safety Manager shall select and schedule the date and time when each member will be tested. Such test may be administered no more than twice each fiscal year.
6. The City of Fresno Risk/Safety Manager shall notify the Police Chief or designee of the selected employees that they have been chosen for random testing. Selected employees for testing shall be subject to testing from the time the employee begins to work until the end of his/her shift.
7. Up to twenty percent (20%) of the members of this Unit can be randomly tested as set forth in subsection 5. above.
8. In those instances where members of this Unit are unable to provide a urine

sample, such members may elect to provide a blood sample. Failure to provide a sufficient urine sample for testing, or a blood sample as an alternative, shall be considered to be a positive test.

9. Members who have a positive sample shall be allowed to appeal this finding in accordance with the Federal Regulations.
10. The City of Fresno Risk/Safety Manager shall place a copy of the completed drug testing report into each corresponding file for that specific date of testing.
11. The City of Fresno Risk/Safety Manager shall place a copy of the completed drug testing report into each corresponding file for that specific date of testing.
12. In addition to testing requirements contained in this MOU provision, all members of this Unit are subject to Administrative Order 2-25.
13. Any drug testing policy negotiated subsequently with the Basic Unit (Unit 4), in its successor MOU negotiations will apply to members of this Unit and will supersede this provision.

O. DISCIPLINARY PROCEDURES (Incorporated from Side Letter Agreement dated September 10, 2008)

Standing Order 2.4.10, as well as the FMC, City Administrative Orders, policies, procedures, operation manuals, rules and regulations concerning disciplinary procedures will apply. However, any permanent employee receiving a Final Order of Disciplinary Action resulting in a termination, demotion or suspension of one hundred-twenty hours (120) or more may, in lieu of submitting an appeal through established means per their respective procedures, within fifteen (15) calendar days of service of the Final Order of Disciplinary Action request binding arbitration. If a request for binding arbitration is submitted by an employee, the employee or their representative shall be required to provide a written waiver of their right to bring the matter through any other established means, including an appeal to the Civil Service board. The arbitrator shall set the date, time and place of the hearing, which place shall be on City premises, and shall, by certified United States mail, postage prepaid, give not less than ten (10) days notice of such date, time and place to the appellant, or the appellant's designated representative and the appointing authority. The hearing shall be recorded by a court reporter or electronic process. Oral evidence may be heard only on oath or affirmation. The arbitrator's decision shall be final and binding, and may be challenged only

pursuant to the California Arbitration Act, Code of Civil Procedure Section s 1280, et seq.

The fees and expenses of the arbitrator shall be paid half by the City and half by the Association.

The parties shall endeavor to prepare a mutually agreed panel of seven (7) arbitrators to be utilized for the purposes of discipline arbitrations. In the event that the parties fail to identify a panel of agreed upon arbitrators, the arbitrator shall be selected from a list of seven (7) arbitrators provided by the California State Mediation and Conciliation Service. If the parties cannot agree on an arbitrator from the list of seven, the parties shall alternatively strike the names until a single arbitrator's name remains.

ARTICLE VIII

HEADINGS

MOU article, provision, section, and paragraph headings (includes exhibits, addendums, attachments, agreements and side letters) contained herein are solely for the purpose of convenience, and shall not affect the construction or interpretation of any of the language of this MOU.

ARTICLE IX

SAVING CLAUSE/FULL UNDERSTANDING

A. SAVING CLAUSE

In the event any article, section or portion of this MOU should be held invalid and unenforceable in any court of competent jurisdiction, such decision shall apply only to the specific article, section or portion thereof specified in the court's decision, and upon issuance of such a decision, the City and the Association agree to immediately meet and confer upon a substitute for the invalidated article, section, or portion thereof.

B. FULL UNDERSTANDING

This MOU sets forth the full understanding and agreement of the parties, and any previous understanding or agreements by the parties, whether formal or informal, regarding all such matters are hereby superseded and terminated in their entirety.

With respect to side letter agreements, any not attached to this MOU are hereby terminated in their entirety. Those side letter agreements attached to this MOU shall continue in force and shall continue subject to the term(s) set forth herein, or in the absence of any specified term, the side letter agreements shall terminate upon the expiration of this MOU. Any new side letter agreement entered into during the term of this MOU shall continue in force and effect subject to the terms and conditions described in the side letter. In the absence of any term in such new side letters, they, too, shall terminate upon the expiration of this MOU. This paragraph is not intended to prevent either party from relying on discussions which occurred during the meet and confer process for the purpose of clarifying the meaning of this MOU.

ARTICLE X

TERMINATION

The provisions in this MOU shall be in full force and effect **extended** from * * * **June 30, 2009 to June 30, 2012**, subject to the Sections (.1, .2 and .3) below:


- A. This MOU shall become effective only after ratification by the members of the Association, followed by City Council approval and the expiration of the waiting period for the Mayor's action provided in Charter Sections 605 and 609, and shall remain in full force and effective through June 30, **2012**.
- B. During the life of this MOU should either party desire to modify its terms or to meet and confer with the other party as to matters within the scope of representation not addressed in this MOU, the party requesting any change shall request in writing to meet and confer on the item(s), which item(s) shall be specified in writing.
- C. During the term of the MOU, either party may refuse any request by the other to meet and confer without explanation if (1) the item is directly considered and specifically addressed herein; or (2) is directly considered and specifically addressed in any FMC section, charter section or provision, or resolution section, which section specifically establishes wages, hours, or other terms and conditions of employment; or (3) the specific item was included in an initial written proposal from the party making the request during the meet and confer process which led to this agreement. Either party shall also have the right to refuse a request on any matter falling within the scope of representation and which would be the basis of a proper refusal under (1) – (3) supra, if the proposal, if accepted or implemented, would only become effective after the expiration of this MOU. No unilateral action on any such refused proposal may be taken by the requesting party after such a refusal by the other.

It is further agreed, however, that this section shall not prohibit the City from requesting to meet and confer on changes to federal or state statutes.

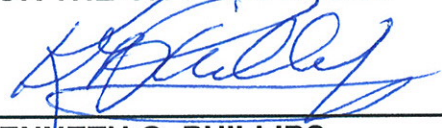
IN WITNESS WHEREOF, the parties hereto have set their hands this _____ day of _____

IN WITNESS WHEREOF, the parties hereto have set their hands this 7th day
of July, 2009.

**FOR THE POLICE OFFICERS
ASSOCIATION**



JACK PARKS
President


FOR THE CITY OF FRESNO


KENNETH G. PHILLIPS
Labor Relations Manager


ANDREW HALL
Police Captain


JERRY DYER
Chief of Police


LYDIA CARRASCO
Police Captain


LORI M. NAJERA
Sr. Human Resources Analyst

**APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE**

BY:


Deputy City Attorney

EXHIBIT I

TABLE I Police Management - Unit 9 CURRENT SALARIES EFFECTIVE JANUARY 1, 2009						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7231	7594	7974	8373	8792	9087
Police Captain	8328	8745	9183	9643	10,125	10,465
Deputy Police Chief		4163	-	11,748		

TABLE II Police Management - Unit 9 SALARIES EFFECTIVE JUNE 30, 2009 (.5% increase to A step and upper end of DC range, maintaining 5% between steps and 3.35% between E and F)						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7268	7632	8014	8415	8836	9133
Police Captain	8370	8789	9229	9691	10,176	10,517
Deputy Police Chief		4163	-	11,807		

TABLE III Police Management - Unit 9 SALARIES EFFECTIVE JULY 1, 2010 (2% increase to A step and upper end of DC range, maintaining 5% between steps and 3.35% between E and F)						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7414	7785	8175	8584	9014	9316
Police Captain	8538	8965	9414	9885	10,380	10,728
Deputy Police Chief		4163	-	12,044		

TABLE IV Police Management - Unit 9 SALARIES EFFECTIVE JANUARY 1, 2011 (1% increase to A step and upper end of DC range, maintaining 5% between steps and 3.35% between E and F)						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7489	7864	8258	8671	9105	9411
Police Captain	8624	9056	9509	9,985	10,485	10,837
Deputy Police Chief		4163	-	12,165		

EXHIBIT I

TABLE V Police Management - Unit 9 SALARIES EFFECTIVE JULY 1, 2011 (2% increase to A step and upper end of DC range, maintaining 5% between steps and 3.35% between E and F)						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7639	8021	8423	8845	9288	9600
Police Captain	8797	9237	9699	10,184	10,694	11,053
Deputy Police Chief		4163	-	12,409		

TABLE VI Police Management - Unit 9 SALARIES EFFECTIVE JANUARY 1, 2012 (1% increase to A step and upper end of DC range, maintaining 5% between steps and 3.35% between E and F)						
CLASS TITLE	A	B	C	D	E	F
Police Lieutenant	7716	8102	8508	8934	9381	9696
Police Captain	8885	9330	9797	10,287	10,802	11,164
Deputy Police Chief		4163	-	12,534		

General Fund Budget Overview

The chart below depicts a summary of the FY 2006 Actual, FY 2007 Amended Budget as of March 31, 2007, FY 2007 Budget estimates as of May 1, 2007 and the FY 2008 Proposed Budget respectively. The revenue is depicted in two main categories, one-time resources and operating revenue. One-time resources for FY 2008 consist of an estimated carryover of \$16.1 million from FY 2007, which is 6.5 percent of the General Fund. Operating revenues net of contractually obligated transfers is \$235 million while ongoing operating expenditures are budgeted at \$246 million. This budget is balanced using a portion of the one-time carryover funds. However, to use the entire carryover will create a structural imbalance of over \$8 million as early as FY 2009. Therefore, this budget proposes to hold \$5 million of the one-time funds in a contingency reserve account for FY 2009. The chart on the following page outlines the necessity for this strategic plan.

(numbers in 000's)	FY 2006 Actual	FY 2007 Amended	FY 2007 Estimated	FY 2008 Proposed
Resources				
One-Time Resources				
Carryover	\$ 9,380	\$ 14,150	\$ 13,485	\$ 16,044
Prior-Year Adjustment	6		24	
Total One-Time Resources	\$ 9,386	\$ 14,150	\$ 13,509	\$ 16,044
Operating Revenue				
Sales Tax	\$ 72,265	\$ 75,812	\$ 79,400	\$ 83,672
MRZ Incentive Credit	0	(500)	0	(500)
Prop 172 Sales Tax	2,672	2,541	2,753	2,890
Property Tax*	51,966	59,385	67,594	65,859
Motor Vehicle In-Lieu	40,293	33,862	35,180	36,565
Business Tax	15,549	15,938	15,938	16,462
Franchise Tax	5,601	5,880	5,900	6,359
Room Tax	9,926	9,087	10,500	10,912
Real Estate Transfer Tax	2,288	2,392	1,892	2,100
Card Room Receipts	1,478	1,332	1,357	1,399
Charges for Current Services	17,516	19,476	18,569	19,476
Enterprise In-Lieu Fees	(783)	225	322	322
Intergovernmental Revenues	2,248	5,051	6,263	2,959
Intragovernmental Revenues	3,243	3,970	3,829	4,865
Bond Sale Proceeds	479	1,158	491	757
All Other	354	997	1,249	684
Total Operating Revenue	\$ 225,095	\$ 236,606	\$ 251,237	\$ 254,781
Transfer between Funds	\$ (17,562)	\$ (24,970)	\$ (24,597)	\$ (19,745)
Total Resources	\$ 216,919	\$ 225,786	\$ 240,149	\$ 251,080
Expenditures				
Operating Expenditures				
Employee Services	\$ 133,538	\$ 146,160	\$ 145,770	\$ 162,500
Retirement Contribution**	2,000	4,000	4,000	6,866
Pension Obligation Bonds	12,613	12,522	12,522	12,600
Operations & Maintenance	21,329	23,793	23,634	22,592
Interdepartmental Charges	30,851	34,264	33,744	37,417
Bond Capital	479	1,158	491	757
Minor Capital	2,165	3,783	3,872	3,348
Performance Pay	0	106	72	0
FY 2009 Budget Protection Plan	0	0	0	5,000
Accrual Adjustments	(206)			
Total Operating Expenditures	\$ 202,769	\$ 225,786	\$ 224,105	\$ 251,080

* FY 2006 Amended Property Tax reduced \$4.7 million to reflect second year of ERAF shift per Prop 1A agreement.

** The FY 2006 Retirement Contribution of \$2.0 million is a prepayment transfer. The FY 2007 & FY 2008 Proposed Retirement Contributions are reflected as a Retirement contribution expense.

FRESNO POLICE DEPARTMENT



REPORT OF PERFORMANCE FOR SWORN EMPLOYEES

☐ Month Probationary Evaluation
☐ Annual Evaluation
☐ Exit Evaluation

Prepared by: _____

DATE: EVALUATION PERIOD FROM TO	EMPLOYEE: RANK: ASSIGNMENT:
---	--

Ratings: (1) Unsatisfactory, (2) Average, (3) Above Average, (4) Superior, (5) Outstanding

Key Objectives:

Criteria	1	2	3	4	5
Customer Satisfaction: Works well with the public; establishes effective working relationships with other agencies and organizations.					
Employee Satisfaction: Works well with subordinates, peers.					
Financial Management: Uses available resources, technology and equipment effectively.					
Values (ACT IT) Accountability: By this we mean that we take personal responsibility for our actions. Compassion: We care about and respect people. Trust: We mean we believe in each other. Innovation: Seek new and creative ways to improve our business. Teamwork: We work together to achieve our Vision.					
Job Knowledge, Skills & Proficiency: Consider the employee's knowledge of department procedures and regulations, understanding of the scope of assigned duties and the ability to perform those duties as directed.					
Quality and Accuracy of Work: Consider the accuracy, neatness and thoroughness of work produced, and the oral and written expression of assigned duties.					
Decision Making/Problem Solving: Consider the employee's ability to identify problems, develop and implement solutions to impact the problems, and the achievement of desired results.					
Acceptance of Responsibility: Consider the employee's motivation to seek and complete assignments without undue supervision.					
Appearance: Consider the employee's professional appearance and image, proper grooming, and cleanliness of duty attire.					
Attendance: Consider the employee's attendance and punctuality.					
Compliance with Regulations: Consider the employee's compliance with department procedures and policies and willingness to follow instructions.					

FRESNO POLICE DEPARTMENT



REPORT OF PERFORMANCE FOR SWORN EMPLOYEES

_____ Month Probationary Evaluation
 _____ Annual Evaluation
 _____ Exit Evaluation

Prepared by: _____

DATE: EVALUATION PERIOD FROM TO	EMPLOYEE: RANK: ASSIGNMENT:
---	--

Performance of Duties: Accepts assignments and follows through in a timely, effective, efficient and appropriate manner to meet deadlines with minimum supervision. Demonstrates productive use of time, promptness in completing assignments, and daily planning to achieve results.					
Initiative: Consider the employee's performance in new situations, performance in emergencies, and officer safety.					
Supervisory Performance: Consider the supervisor's leadership skills, ability to complete assignments, assisting in employee development, maintaining proper discipline, making sound decisions, communication skills, and commitment to organizational goals.					
OVERALL VALUES RATING: This employee's overall (Key Objectives and Values) rating is:					

OVERALL REVIEW OF PERFORMANCE: RECOMMENDATIONS: ATTACHMENTS:

FRESNO POLICE DEPARTMENT**REPORT OF PERFORMANCE
FOR SWORN EMPLOYEES**

____ Month Probationary Evaluation
____ Annual Evaluation
____ Exit Evaluation

Prepared by: _____

DATE:
EVALUATION PERIOD
FROM TO

EMPLOYEE:
RANK:
ASSIGNMENT:

Definitions

Unsatisfactory	Needs to improve performance to demonstrate consistent satisfactory performance or is an unsatisfactory performer that will be given short notice to dramatically improve or face termination. A person with three or more "unsatisfactory" ratings would be in this category. The number and severity of ratings would be used in determining the level of "notice."
Average	Fulfills the performance requirements/expectations of the position. This person may have one or two correctable "unsatisfactory" ratings on his/her evaluation that would be reassessed after six months.
Above Average	Usually exceeds job standards in fulfilling performance requirements with above average performance.
Superior	Consistently exceeds job standards and often demonstrates excellence in fulfilling performance requirements.
Outstanding	Always exceeds job standards and consistently demonstrates excellence and outstanding ability in fulfilling performance requirements.

FRESNO POLICE DEPARTMENT



**REPORT OF PERFORMANCE
FOR SWORN EMPLOYEES**

☐ **Month Probationary Evaluation**
☐ **Annual Evaluation**
☐ **Exit Evaluation**

Prepared by: _____

DATE:
EVALUATION PERIOD
FROM TO

EMPLOYEE:
RANK:
ASSIGNMENT:

EMPLOYEE'S COMMENT:

Driver's License No: _____ **Expires On:** _____

Pursuant to Government code 3306, a public safety officer shall have 30 calendar days within which to file a written response to any comment entered in his/her personnel file. Such written response shall be attached to, and shall accompany, this evaluation.

Employee's Signature

Date

Supervisor's Signature

Date

**Agreement between
City of Fresno**

and

Employee Organizations Representing City of Fresno Employees

This agreement was reached in an effort to lower the current cost of the monthly health contribution rates between March 1, 2009 and June 30, 2010 as set by the Fresno City Employees Health and Welfare Trust (Trust) thereby assisting to ameliorate fiscal developments faced by the City of Fresno (City). The agreement also provides short term guarantees by the City for the unencumbered reserve of the Trust while setting a long term minimum of four (4) months for the Trust unencumbered reserve. This agreement sets forth the full and entire understanding of the City and Bargaining Units whose representatives have signed this agreement regarding these matters. This Agreement is effective March 1, 2009 and will remain in force so long as the Trust agrees to maintain a health contribution rate that is calculated to maintain a minimum of a four (4) month unencumbered reserve as calculated by the actuary selected by the Trust (actuary).

1. This agreement will be effective only if the provisions below affecting the Trust are approved by a majority of affected represented bargaining units and the City Council and if the Trust sets a monthly health contribution rate of seven hundred twenty-nine dollars (\$729) effective March 1, 2009 through June 30, 2010.
2. The parties agree that, for the period March 1, 2009 through June 30, 2010, if the Trust unencumbered reserve falls below a four (4) month unencumbered reserve as calculated by the actuary selected by the Trust for two (2) consecutive months, the City will pay to the Trust an amount sufficient to restore the level of the Trust unencumbered reserve to four (4) months.
3. The restoration to a four (4) month unencumbered reserve must occur within 30 days notice to the City by the Trust's third party administrator. This payment by the City shall not be utilized in the calculation of the amounts due by the City and employees for established Trust health contribution rates.
4. Effective June 30, 2010 if the Trust unencumbered reserve is calculated by the actuary selected by the Trust to be less than a four (4) month unencumbered reserve, the City will pay an amount to the Trust sufficient to restore the level of the unencumbered reserve to four (4) months. This payment by the City shall not be utilized in the calculation of the amounts due by the City and employees for established Trust health contribution rates.
5. The parties agree that, for the monthly health contribution rate effective July 1, 2010 and for all subsequent monthly health contribution rates, the Trust will set a monthly health contribution rate not less than the rate calculated by the actuary

selected by the Trust necessary to maintain a minimum unencumbered reserve of four (4) months.

6. The parties will support amendments to the Trust necessary to implement this agreement.

**FOR THE FRESNO CITY
EMPLOYEES ASSOCIATION:**



**FOR THE INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS,
LOCAL 753, BASIC UNIT:**



**FOR THE INTERNATIONAL
BROTHERHOOD OF ELECTRICAL
WORKERS, LOCAL 100:**



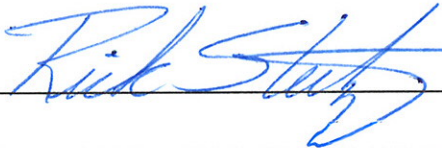
**FOR THE INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS,
LOCAL 753, MANAGEMENT UNIT:**



**FOR THE CITY OF FRESNO
MANAGEMENT EMPLOYEES
ASSOCIATION:**



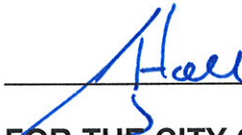
**FOR THE AMALGAMATED TRANSIT
UNION, LOCAL 1027**



**FOR THE FRESNO POLICE OFFICERS
ASSOCIATION, BASIC UNIT:**

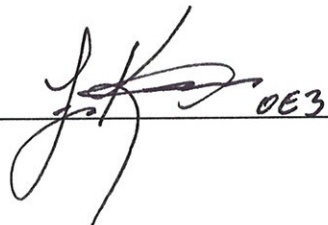


**FOR THE FRESNO POLICE OFFICERS
ASSOCIATION, MANAGEMENT UNIT:**



**FOR THE CITY OF FRESNO
PROFESSIONAL EMPLOYEES
ASSOCIATION:**

**FOR THE FRESNO AIRPORT PUBLIC
SAFETY SUPERVISORS:**

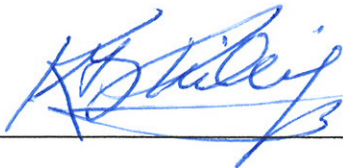


Page 3

Agreement re: Health & Welfare Trust Reserve

Employee Organizations representing City of Fresno Employees

FOR THE CITY OF FRESNO:



Date: February 24, 2009

**APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE**
BY: Tom R. Asghatyan
Deputy City Attorney